

**Town of Williamsport
Mayor & Council Minutes
August 10, 2009**

A regular meeting of the Williamsport Mayor and Council was held on August 10, 2009, at 7:00 p.m. at the Williamsport Town Hall.

In attendance were:

Mayor James G. McCleaf II
Assistant Mayor Tony Drury
Council member Joan Knode
Council member Timothy Fraker
Council member James Kalbfleisch
Council member Monty Jones
Town Attorney Edward Kuczynski

Also Present – Donnie Stotelmyer, Town Clerk

Mayor James G. McCleaf II called the meeting to order.

Mayor James G. McCleaf II asked all in attendance to stand for a moment of silence followed by the Pledge of Allegiance.

A motion was made by Councilman Kalbfleisch to accept the minutes of the July 13, 2009 Regular Meeting, the minutes of the August 3, 2009 Executive Session and the minutes of the August 3, 2009 Workshop, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Financial Reports

A motion was made by Councilman Fraker, seconded by Assistant Mayor Drury to accept the May 2009 and June 2009 Financial Report as given, with all voting in favor motion carried.

Guests

The Mayor presented Mr. Les Guessford, town employee, an appreciation award for 25 years of faithful service to the Town of Williamsport and its residents. Mr. Guessford was also given a card and a \$100.00 gift card to Snap-on-tools.

Mayor McCleaf introduced Mr. James Jewell's, Town resident and business owner, Mr. Jewells explained to the Mayor and Council how three Williamsport students solicited donations for school supplies at the recent Bike Night held on July 18, 2009 in the Town of Williamsport in exchange for free food and beverage supplied by Mr. Jewell's. Mayor McCleaf and Assistant Mayor Drury presented Certificates of Appreciation to the following students – Shannon Butts, Rebekah Bryan, and Emily Bryan for all their hard work in collecting donations. Great Job!

Correspondence - NONE

Reports

Mr. Stumbaugh, of the Planning Commission reported to the Mayor & Council that the permit process for the Williamsport Fire Hall and also for Williamsport Home Adventures is proceeding well.

Mr. Jerry Knode gave the History and Museum report for the month. He reminded all in attendance that Williamsport Days is scheduled for August 22 & 23, 2009. A WWII meeting is scheduled for Thursday, August 13, 2009 at 7:00p.m. at the Museum and the regular monthly Museum Meeting is scheduled for Monday, August 17, 2009 also at 7:00p.m.

Council Reports

Councilman Monty Jones gave the Sheriffs report for July 2009.

Ed Kuczynski, Town Attorney gave the legal report.

Councilman J. Kalbfleisch gave the electric report. The Public Service Commission Order #9166 stated that beginning June 2009 all residential customers will be receiving a credit on their bill. The credit for August 2009 has been set at \$2.75.

Pursuant to Code of Maryland Regulation (COMAR) electric service cannot be terminated or shut off if temperatures exceed 95 degrees. At the direction of the MPSC, Williamsport will utilize the United States National Oceanic Atmospheric Administration's (NOAA) website to determine the forecast temperatures within its weather station area.

Councilman Fraker gave the POOL REPORT – AUGUST 2009

- 1 accident at National Night Out - the incident was handled properly per the Emergency Action Plan
- Daily crowds of around 50-75 people
- 1 camp attends weekly -Rehoboth
- Swim Lessons are over – received positive comments
- Construction
 - Baby Pool – still awaiting permits and parts
 - Diving Board – awaiting Washington County approval

The next scheduled pool meeting is Wednesday, August 19, 2009 at 6:00p.m. at the Town Hall of Williamsport

Councilman Jones reported that he and Donnie Stotelmyer, Town Clerk, are currently working on obtaining grants for the sidewalks in the Town of Williamsport. He also reported that he had received positive feedback on the recent National Night Out festivities and thanked the Deputies for a job well done.

Assistant Mayor Drury reported that the next regular Merchant's meeting is scheduled for Tuesday, August 11, 2009 at 6:00p.m. at the Town Hall. He also reported that the National Crime Watch that he has been organizing is coming along well he is receiving a lot of positive feedback on this. He also commented on the recent public meeting concerning the C&O Canal that was held at the Community Building on August 5, 2009 in the Byron Memorial Park was very informational.

Councilwoman J. Knode reported that local Boy Scouts are planning a "Work Day" to paint the Scout Building. She also reported that work on the back porch of the Williamsport Library will begin in September by contractor Fred Gaylor and the work on the Tennant House is awaiting word from the claims

adjustor from LGIT. Councilwoman J. Knode also reported that the hog pen had been demolished by the Town Employees and construction will begin on the ADA compliant bathroom/shower facility. The sprinkler system in the Springfield Barn is coming along well, progress meetings with Spectrum Fire are held every Friday at 1:00 p.m. at the Town Museum. She also reported that she had a meeting with the Trail Towns Committee and when completed Williamsport will be known as Canal Town along with a Trail Towns Logo. Also the Farmers Market at Springfield Barn is going great.

Mayors Report

Mayor McCleaf reported that National Night Out was a great success and thanked Deputies Witmer and Willison for all their hard work.

Mayor McCleaf also reported that the State of Maryland is reducing their budget which will affect all municipalities in the state.

Mayor McCleaf informed the Council that the Town Auditors, Draper & McGinley will be conducting the yearly audit beginning August 24, 2009.

Mayor McCleaf reported that Mr. Jerry Hampton, Code Enforcement Officer for the City of Hyattsville Md. will be coming to the Town of Williamsport on August 20, 2009 at 10:00a.m. at the Town Hall. Mr. Hampton will be conducting a survey of the Town and offering his assistance to help address Building Code Enforcement Issues.

Unfinished Business

Mayor McCleaf informed the Council that the Maryland Department of the Environment has authorized the Town of Williamsport to bid the following projects that have been placed on the MDE Stimulus waiting list. Based on the readiness to proceed with Project #3 inflow and infiltration, bid opening is currently scheduled for September 17, 2009 at 11:00 a.m. the Town of Williamsport has been authorized to bid out Project #4 (pump stations). Bid opening for this project is currently scheduled for September 17, 2009 at 1:30p.m. ARRA Water Project has also been approved by MDE for the MDE for the stimulus waiting list (green money) based on readiness to proceed the Town of Williamsport has been authorized to bid this project. Bid opening is currently scheduled for September 17, 2009 at 3:00p.m. These funds have not been guaranteed by MDE that the Town of Williamsport will be awarded these funds, bidding must occur if the Town of Williamsport is to have any chance of obtaining these funds. A motion was made by Assistant Mayor Drury to bid out the MDE Project #3 Inflow & Infiltration Project, Project #4 the Rehabilitation of the Pump Stations and Project #5 (ARRA Water Project), seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

Mayor McCleaf reviewed with the Council the Loan Resolution RUS Bulletin 1780-27 from the USDA. This Resolution will authorize the Town of Williamsport the incurrence of indebtedness for the purpose of providing a portion of the cost of acquiring, constructing, enlarging, improving and/or extending it's sewer facility to serve an area lawfully within its jurisdiction. To whereas, It is necessary for the Town of Williamsport herein after called "association" to raise a portion of the cost of such an undertaking by issuance of its bonds in the principal amount of \$3,633,000.00 pursuant to the provisions of laws of the State of Maryland. A motion was made by Councilman Kalbfleisch to introduce the USDA Resolution RUS Bulletin 1780-27 as presented, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Councilwoman J. Knode reviewed with the Mayor and Council a request from the Potomac Garden Club to consider contracting out the care for the six fruit trees donated to the Town of Williamsport by the

Potomac Garden Club. Each tree was researched to be historically correct to the period of the Springfield Farm House. The contractor would also trim the Patriotic Oak Tree, planted and dedicated to the two sailors from Washington County. The fruit tree maintenance contract would be provided by Landscape Management Solutions (MHIC3821629) and would provide the following services: lightly prune each tree as necessary to prevent double leaders, elevate canopy slightly where necessary, and remove suckers and errant growth. They would also prune any damaged or diseased branches. All resultant debris will be removed from site and disposed of in a legal manner. Two tree stakes would be placed for each tree and arbors ties would be utilized to insure that the trees are growing straight. The trees would be monitored throughout the growing season for insect and disease problems and foliar spray would be applied and fruit trees sprayed with the approval of the Mayor and Council. A motion was made by Councilman Jones to award the Springfield Farm House Fruit Tree Maintenance Contract to Jason Swope of Landscape Management Solutions at a cost of \$120.00 for the year, seconded by Councilwoman J. Knodel, with all voting in favor, motion carried.

Mayor McCleaf reviewed with the Council a request from Boy Scout Troop #4 from John Wesley Church in Hagerstown for use of a Pavilion at the Byron Memorial Park on August 18, 2009 free of charge. Discussion was held concerning this request. A motion was made by Councilman Jones to allow Boy Scout Troop #4 from John Wesley Church free use of a pavilion on August 18, 2009, seconded by Councilman Kalbfleisch, with all voting in favor, motion carried.

New Business

Mayor McCleaf reviewed with the Council bid proposals for the replacement of indoor and outdoor air conditioning for the Williamsport Memorial Library. Bids were submitted by Miller & Anderson Inc. and Beaver Mechanical Contractors Inc.

Beaver Mechanical proposed to replace (1) 3.5 ton and (1) 7.5 ton split-system HVAC Units at a proposed cost of \$31,200.00.

Miller Anderson Inc proposed to replace (1) 3.5 ton and (1) 7.5 ton split-system HVAC Units at a proposed cost of \$27,718.00.

A motion was made by Councilman Fraker to award the A/C Project at the Williamsport Memorial Library to Miller Anderson Inc. in the amount of \$27,718.00, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Mayor McCleaf reviewed with the Council a letter from Ms. Suzanne Knable from the "Bike and the Like Club", requesting use of a facility in the Town of Williamsport on October 14, 2009 so the bike group may rest and have dinner. The group is a non-profit advocacy group that raises money for cycling and environmental causes. Discussion was held on which facility the club could utilize. A motion was made by Councilman Fraker, seconded by Assistant Mayor Drury to allow the "Bike and the Like Club" to use Pavilion #1 free of charge, with all voting in favor, motion carried.

Citizen Participation -NONE

A motion to adjourn was made by Councilman Jones, seconded by Assistant Mayor Drury, with all voting in favor, motion carried.

Meeting Adjourned.

Respectfully submitted,

Donnie Stotlemeyer
Town Clerk
Town of Williamsport